



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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November 7, 2002

IN REPLY PLEASE  
REFER TO FILE: AV-0

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**LEASE AGREEMENT BETWEEN THE COUNTY OF LOS ANGELES  
AND SOCAL PILOT SUPPLIES, INC., FOR THE RENTAL OF  
OFFICE/RETAIL SPACE ON EL MONTE AIRPORT, CITY OF EL MONTE  
SUPERVISORIAL DISTRICT 1  
4 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that this lease is exempt from the provisions of the California Environmental Quality Act (CEQA).
2. Approve and instruct the Chairman to sign the enclosed Lease Agreement between the County of Los Angeles and SOCAL Pilot Supplies, Inc., for approximately 286 square feet of office/retail space in the administration building to conduct retail sales of pilot supplies/accessories and aircraft on El Monte Airport in the City of El Monte for a term of five (5) years, with an initial annual rent of \$4,080, plus percentage payments of 7 percent on pilot supplies/accessories and one-tenth of 1 percent on aircraft sales, commencing on December 1, 2002, and terminating on November 30, 2007.
3. Instruct the Director of Public Works to make the necessary arrangements with the County's contract airport manager and operator for the collection of all rents to be paid.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

We are recommending that your Board approve and instruct the Chairman to sign the enclosed Lease Agreement between the County of Los Angeles and SOCAL Pilot Supplies, Inc., for approximately 286 square feet of office/retail space in the administration building to conduct retail sales of pilot supplies/accessories and aircraft on El Monte Airport in the City of El Monte for a term of five years, with an initial annual rent of \$4,080, plus percentage payments of 7 percent on pilot supplies/accessories and one-tenth of 1 percent on aircraft sales, commencing on December 1, 2002, and terminating on November 30, 2007. We are also requesting that your Board find that this lease is exempt from the provisions of the CEQA.

Mr. Jason Wirtzer, President of SOCAL Pilot Supplies, Inc., has occupied the proposed lease premises on a temporary permit for several months. During that short period, he has built a viable business of providing the flying public with a variety of pilot supplies and accessories. He is also making preparations to sell new and used aircraft. He is now requesting a lease for the facility.

The terms of this lease were negotiated by our airport management contractor and appear to be fair and reasonable.

### **Implementation of Strategic Plan Goals**

This action is consistent with the Strategic Plan Goal of Fiscal Responsibility as approving this lease will provide continued revenue to the County which, in turn, will be used to maintain and upgrade the airports to meet current FAA standards. Approving this lease is also consistent with the Strategic Plan Goal of Service Excellence by providing a new service to the flying public on the airport.

### **FISCAL IMPACT/FINANCING**

The initial rental rate for the new lease will be \$4,080 per year, with annual cost of living adjustments based on the Consumer Price Index (CPI), plus a percentage payment on gross sales of 7 percent on pilot supplies/accessories and one-tenth of 1 percent on new and used aircraft sales.

Our management contractor, American Airports Corporation (AAC), will collect the revenues. As provided for in our airport management contract agreement, AAC will distribute 45 percent of the annual lease and percentage payments into the Aviation Enterprise Fund.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This lease has been reviewed from a legal standpoint and approved as to form by County Counsel.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed lease is a categorically exempt project, as specified in Class 4(j) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, Synopsis 57.

### **CONTRACTING PROCESS**

It is not applicable for this lease.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current services as a result of this lease approval.

### **CONCLUSION**

The original and three (3) copies of the lease, executed by SOCAL Pilot Supplies, Inc., are enclosed.

1. Please have the Chairman sign the original and all copies, and return three (3) fully executed, original signature/stamped copies to the Aviation Division.

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2. It is further requested that conformed copies of the lease be distributed to:
  - a. County Counsel
  - b. Auditor-Controller, General Claims Division
  - c. Assessor, Possessory Interest Division

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

TAG:hz  
SOCAL PILOT SUPPLIES/B-2

Enc.

cc: Chief Administrative Office  
County Counsel